THE CHAISE PROJECT & OBJECTIVES

CHAISE is a transnational initiative or else a Sector Skill Alliance with the participation of 23 organisations, funded by the European Commission, to set forward a sectoral approach on Blockchain Skills Development. CHAISE will formulate and deliver a European strategy to address skill mismatches and shortages in the Blockchain Sector and deliver appropriate and future focused training, qualifications and mobility solutions, geared to sectoral realities and needs.

The project’s main objectives are the following:

- Improve Blockchain skills intelligence and document prevailing skills mismatches at the EU level.
- Set up a collaborative approach to monitoring the evolution of workplace requirements and anticipating future blockchain skill needs, to act as an early warning information mechanism for imbalances between demand & supply.
- Design a European learning outcome oriented modular VET programme and educational resources on Blockchain, to address technical, non-technical and cross-discipline (horizontal) skills requirements.
- Define EU-wide occupational requirements for the Blockchain workforce, to address fragmentation in the labour market.
- Establish a sectoral qualification linked to the new Blockchain specific occupational profile, to set common educational requirements for Blockchain Skills across the EU.
- Connect jobseekers and blockchain companies to support professional transnational mobility and increase the attractiveness of Blockchain sector.
- Set up a post project permanent cooperation network to systematically monitor labour market and skill developments and keep the European Blockchain Skills Strategy up-to date and relevant.

EXPECTED PROJECT RESULTS

- An evidence-based European Blockchain skills strategy and action plan to address mismatches.
- A Blockchain Skills Forecasting Mechanism.
- EU-wide occupational requirements and the first-ever Blockchain specific occupational profile.
- A 5 semester VET Programme and qualification in 11 EU languages.
- Transnational mobility schemes for Blockchain students and professionals.
- National Blockchain Skills Partnerships to roll out project results at national/regional level.

DESCRIPTION OF SERVICES

CHAISE will employ a hybrid model (scheme) of evaluation with a combination of internal and external assessments to secure more reliable and comprehensive quality assurance and performance assessments and strengthen the project’s capacity to evaluate the effectiveness of the sectoral cooperation. In that regard, the partnership - through the Project Coordinator, Université Claude Bernard Lyon 1 (UCBL) - recruits an independent external body to contribute to the project’s evaluation with additional insights and unbiased assessments.

External evaluation has to be carried out by a third-party - either a physical person or an (external) organization - that is not directly involved in project implementation. Clearly, such an external evaluator bears a number of advantages, bringing objectivity, lack of vested interest, and the ability to look at matters from a fresh perspective.

The focus will be primarily on assessing:

1. The effectiveness of internal collaboration processes
2. The quality of project results
3. The effectiveness of the SSA to achieve its objectives
4. The achieved impact against the Key Performance Indicators (KPIs) defined in the Application Form

SERVICES TO BE PROVIDED BY THE TENDERER

In this context UCBL intends to award a contract for the implementation of this activity by an external body, leading to safeguarding the project’s development of four (4) reports as follows:

- Progress Quality Assurance and Impact Assessment Report
- Mid-Term Quality Assurance and Impact Assessment Report
- Interim Quality Assurance and Impact Assessment Report
- Final Quality Assurance and Impact Assessment Report

These reports aim to inform partners on project implementation, assuring adherence to project quality standards and commitment to target impact. Following internal quality processes, external evaluation as well as feedback from Education, Audiovisual and Culture Executive Agency (EACEA) officials, project modifications may be deemed necessary to increase outreach to target groups and improve the quality & impact potential of results. The results from the independent expert review processes at mid-term and at the end of the project will be submitted together with the project progress and final report respectively.
The Successful bidder as an External Evaluator will provide the following services, related to the external quality assurance and impact evaluation of CHAISE and leading to the development of the above-mentioned reports:

- Collaborate with project’s Internal Quality Assurance Teams and the Quality Manager.
- Participate in selected project activities, to monitor task implementation and assess the efficacy and quality of project activities undertaken.
- Review the produced deliverables against the defined quality criteria.
- Evaluate partnership’s performance and produced results against the defined Key Performance Indicators.
- Identify problems and shortcomings and provide recommendations on improving the quality of project results and increasing the partnership’s visibility and outreach to stakeholders and target groups.
- Collect further evaluation data autonomously through consultation with key stakeholders.
- Produce the four (4) reports previously mentioned and here below listed, presenting assessment results, providing evidence of project’s compliance or non-compliance with quality requirements and project objectives, and providing recommendations and remedies to orientate future actions.

### FINAL DELIVERABLES AND IMPLEMENTATION SCHEDULE

<table>
<thead>
<tr>
<th>#</th>
<th>Service</th>
<th>Indicative Delivery Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Progress Quality Assurance and Impact Assessment Report</td>
<td>30/11/2021</td>
</tr>
<tr>
<td>2</td>
<td>Mid-Term Quality Assurance and Impact Assessment Report</td>
<td>30/11/2022</td>
</tr>
<tr>
<td>3</td>
<td>Interim Quality Assurance and Impact Assessment Report</td>
<td>30/11/2023</td>
</tr>
<tr>
<td>4</td>
<td>Final Quality Assurance and Impact Assessment Report</td>
<td>30/11/2024</td>
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The official language of the CHAISE partnership is English, and therefore all the aforementioned services should be developed and delivered to UCBL in the English language.
REQUIRED TECHNICAL SPECIFICATIONS

In order to be eligible for evaluation the Bidder must initially fulfil and be able to prove the following expertise:

- Previous experience in EU-funded project evaluation.
- Familiarity with the Erasmus+ Programme.
- Previous experience in EU collaborations.
- Thematic and contextual knowledge.
- Quantitative and qualitative research and data analysis skills.
- Ability to effectively communicate evaluation results and recommendations.

EVALUATION CRITERIA

The evaluation of offers shall be based on the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Weighting Factor</th>
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<tbody>
<tr>
<td>1. Clarity and quality of the deliverables. Integrity, completion and</td>
<td>35%</td>
</tr>
<tr>
<td>comprehensiveness of services offered.</td>
<td></td>
</tr>
<tr>
<td>2. Contractor’s experience in similar European projects or actions of</td>
<td>25%</td>
</tr>
<tr>
<td>international cooperation and / or in related field with the tender.</td>
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<tr>
<td>3. Methodology approach for the implementation of services.</td>
<td>20%</td>
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<tr>
<td>4. Relevance, adequacy and appropriateness of the description of the</td>
<td>10%</td>
</tr>
<tr>
<td>requested deliverables.</td>
<td></td>
</tr>
<tr>
<td>5. Flexibility and adaptability of the implementation schedule of</td>
<td>10%</td>
</tr>
<tr>
<td>deliverables according to the phases of Project submission.</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>100%</td>
</tr>
</tbody>
</table>

Tenders who will accumulate a total score less than 75% of the maximum score (100%) are excluded from the following stages of the tender and the opening of the financial bid.

The score \( S \) of each tenderer, not excluded under the above criteria, is calculated using the formula:

\[
S = \frac{S.T.B. \text{ of each tenderer}}{\text{maximum S.T.B. of all tenderers}}
\]

Where:

\( S \) is the Score/rating and
S.T.B. is the Score of the Technical Bid of the tenderer. The ranking list of the technical bids of tenderers is made according to the Score (S.) of all tenderers.

The final ranking list of the tenderers is based on the best bid that would result from the composition of the Score of the Technical Bid (S.T.B.) and the Financial Bid (F.B.) of the tenderers that participate in the final stage of evaluation and opening of financial bid, with weighting factor of 85% for the technical bid and 15% for the financial bid.

The **Final Score (F.S.)** of each tenderer is calculated using the formula:

\[
F.S. = (S.*0.85) + (F.*0.15)
\]

Where:

S. = S.T.B. of each tenderer / maximum S.T.B. of all tenderers, and

F. = Minimum amount of the Financial bids of the tenderers / Amount of Financial Bid (F.B.)

Based on this score the tenderers are ranked in a descending list. This list shows the successful tenderer who is the one with the highest F.S.

**FORMAT OF SUBMITTED TENDERS**

Please note that the tenderers must submit their bids electronically by e-mail to the following email address parisa.ghodous@univ-lyon1.fr and the subject should state “ERASMUS+ SSA PROGRAMME/CHAISE – EXTERNAL EVALUATOR SERVICE EXTERNAL QUALITY ASSURANCE AND IMPACT EVALUATION”. All submitted documents should be saved in PDF format.

**MANDATORY CONTENT**

The technical and the financial bids are required to be submitted in different documents. Tenderers shall include all documents and attachments should be added in the following order:

**I. Tenderer Information**

The following data must be included for the tenderer:

a) Name, full address, registration number, tax ID, bank account

b) Company profile

**II. Technical Bid**

a) Description of services to be provided.

b) Implementation schedule for the offered services.

c) Description of the people working in the project

d) Contractor’s experience in European projects or actions of international cooperation
III. Financial Bid
The tender price shall include all costs of the tenderer and shall not be subject to change for the duration of the contract.

FINANCIAL SPECIFICATIONS
The above services offered under the current call for tenders should be quoted in EURO excluding Value-Added Tax (VAT). The total budget available for the sum of above services is 17,000€ net amount.

The tender price shall include all costs of the tenderer and shall not be subject to change for the duration of the contract.

ADDITIONAL INFORMATION
No information will be given individually by phone. Any questions will have to be submitted to UCBL by email.

Please note that all offers should be submitted to parisa.ghodous@univ-lyon1.fr by Friday 16th April 2021 at the latest.

The notification for the contract award will be sent to all bidders that have submitted an offer by 30th April 2021.